



Water Service Worker

Job Code: 0224

Originated: 08/05

Salary Grade: 1238

FLSA: Non-Exempt

Revised: 08/06

EEO Code: 27

Supervisory: No

HR Ordinance Status: Classified

CLASS SUMMARY

Performs skilled work in the installation, maintenance and repair of the water lines in the distribution system and the sewer lines in the collection system in water operations.

DISTINGUISHING CHARACTERISTICS

The Water Service Worker is distinguished from the Senior Water Service Worker classification by the additional skills and abilities required to perform in a lead capacity by the latter. This is not a supervisory job classification.

ESSENTIAL FUNCTIONS

Performs duties and responsibilities commensurate with assigned functional area within a department(s) which may include, but are not limited to, any combination of the following tasks:

- Operates backhoe and other equipment needed to excavate damaged water lines; determines seriousness of damage and proper repair methods.
- Performs water line repair tapping and valve installation; tests and flush water lines and backfills trenches; repairs streets and sidewalks damaged during excavation.
- Restores excavated landscaped areas to prior existing conditions.
- Changes out meters; performs routine valve and hydrant maintenance; operates high velocity sewer cleaning truck; performs routine pest control checks; adjusts manhole covers and performs main line sewer repair.
- Observes and monitors data to determine compliance with prescribed operating and safety standards.
- Complies with all OSHA safety standards including Confined Space Entry, Trenching and Shoring and Traffic Barricade set up.
- Communicates with citizens, contractors and staff members.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge, Skills and Abilities

Knowledge of:

Construction methods, procedures and equipment used in system installation, maintenance and repair and workplace safety.

Requirements of Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) regulations, relating to CDL license holders in the

performance of safety-sensitive functions and the use and/or misuse of alcohol and controlled substances.

Traffic laws, ordinances and rules involved in motor vehicle operation.

Microsoft Windows Office products.

Ability to:

Communicate effectively orally and in writing using the telephone, 2-way radio and the computer.

Listen and communicate effectively with a diverse group of people.

Prioritize, schedule tasks and complete work within specified time periods and deadlines.

Perform minor concrete replacement skills, such as sidewalk panels.

Keep an activity log.

Perform data entry to input data into a CPU for automatic work order system, blue stake and time sheet record keeping.

Provide thoughtful and thorough analysis.

Listen, communicate and work effectively with a diverse group of people.

Attend or conduct various meetings as needed.

Establish and maintain effective working relationships with co-workers, supervisors, contractors and the general public.

Complete required OSHA/Safety Training as required.

Education and Experience:

A high school diploma or GED equivalent any combination of training, education or experience equivalent to one year experience with a water distribution system, large sprinkler system, or equivalent capacity.

Licensing and Other Requirements:

Must possess and maintain a valid Arizona driver's license with no major driving citations within the past 39 months.

Must possess or obtain within one year of hire a Grade I certification in both Water Distribution and Wastewater Collection from ADEQ.

Must possess (or obtain within 6 months of promotion or hire) and maintain during this position a valid Class A Commercial Driver's License with tanker and air brake endorsement.

As a condition of continued employment, an individual of this classification must maintain a valid Arizona Commercial Driver's License (CDL) with appropriate endorsements and is subject to random, unannounced drug and alcohol testing to comply with the Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) regulations 49 Code of Federal Regulations (CFR) Part 382.

Other pertinent licenses and/or certifications may be required of some positions depending on department/section assignment.

SUPERVISION RECEIVED AND EXERCISED

- Works under general direction of the Water Operations Supervisor in the Water Resources Department and within standard operating procedures. Receives daily lead direction from a Field Coordinator.

WORK ENVIRONMENT/PHYSICAL DEMANDS

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job or that an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Operate a variety of equipment and machinery requiring continuous or repetitive arm and hand movements.
- Work in small areas and climb ladders or steps to reach objects.
- Bend or stoop repeatedly and lift arms above shoulder level.
- Read blueprints and quarter-section maps on paper and the computer.
- Walk up and down stairs, climb ladders and walk over rough terrain.
- Move and lift heavy objects (50 pounds or more) both short and long distances.
- Proficiently use a hand shovel, hand tools, power saws; compressors with hole hogs, jackhammers and other related assigned tools.
- Sit for extended periods of time while driving a City vehicle or equipment maintaining constant vigilance to the surrounding area.
- Access paved, gravel uneven or turf areas.
- Visual and muscular dexterity to operate a motor vehicle, equipment, tools, computer and two-way radio.
- Exposure to dust, dirt, pollen, traffic hazards, noise, inclement weather, temperature extremes and unpleasant odors.
- Operate a variety of standard office equipment including a computer terminal, telephone, 10-key calculator, copy and fax machine requiring continuous and repetitive arm, hand and eye movement.
- Operate a motor vehicle and travel to/from various City locations.
- Work rotating weekend shifts, holidays and a call-out schedule.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.